



LOWELL PUBLIC SCHOOLS
Henry J. Mroz Central Administration Offices
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To: Dr. Joel Boyd, Superintendent of Schools
From: Dr. James Hall, Chief Operating Officer
Date: June 11, 2021
Re: Music Teacher/Program Manager for Arts Enrichment

On behalf of the Office of Teaching & Learning, I request that this position be presented to the School Committee for approval.

LOWELL PUBLIC SCHOOLS
LOWELL, MASSACHUSETTS

MUSIC TEACHER/PROGRAM MANAGER FOR ARTS ENRICHMENT
Office of Teaching & Learning

Music Teacher/Program Manager for Arts Enrichment will:

- Teach three (3) music courses during the school day at LHS (UTL teacher) with two (2) periods release time/day dedicated to:
 - Organizing and promoting Afternoons in the Arts programming in LPS. This includes, but is not limited to: creating program schedules, overseeing instructors, transportation, snacks/meals, instrument rental/loan agreements, supplies, facilities requests, and concerts/exhibitions
 - Monitoring students, instructors, and classrooms during Afternoons in the Arts programs to ensure their success
 - Organizing concerts, festivals, and competitions for Afternoons in the Arts
 - Collaborating with community members and local stakeholders to disseminate information about arts enrichment programs in LPS and share its success
 - Fill-in on an as-needed basis when instructors are absent from Afternoons in the Arts
 - With the Department Chair of Fine Arts, oversee supply budget for Afternoons in the Arts programming and maintain supplies for these programs

Equal Opportunity Employer

Lowell Public Schools is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such